

Chepachet Fire District

Executive Board – Monthly Meeting

November 19, 2015

The Chepachet Fire District monthly meeting was held at the Chepachet Fire Station on Wednesday, November 19th , 2015. Chairman Earl Newman called the meeting to order at 6:30pm. Members present were Robert Lohr, William Cardin and George Leonhardt. Also present were Treasurer David Steere, District Clerk/Secretary Darlene Shields, Chief Robert Dauphinais , Deputy Chief Dennis Huestis and Tax Collector Patricia Svansson. Absent Lynda Martone.

Chairman Newman suspended from normal business in order to entertainment a Geoff Malo with Audit for fiscal year 2014/2015 Payments and the Agreed Upon Procedures per the state requirement.

Mr. Malo presented the Audit for yr. 2014/2015. He said the district is once again in great shape. The proposed Audit was already review by Treasurer David Steere and Mr. Steere said he was able to reconcile the numbers in the Audit prepared by Mr. Malo. He was comfortable with the Audit as being accurate. Mr Malo also presented the Agreed Upon Procedures that the State of RI requires be done every year. Treasurer Mr. Steere hs also reviewed the Agreed Upon

Procedures and is comfortable with the report and it being submitted to the state by the deadline of December 31, 2015.

Board Members reviewed the Audit and Agreed Upon Procedures and no questions.

Mr. Malo did mention that he met with the Chief and has gone over the Districts inventory and the values to the inventory.

Mr. Newman made a motion to accept both the Audit for Fiscal Yr. 2014/2015 and the Greed Upon Procedures submitted by Mr. Malo and to submitted the Agreed Upon Procedures to the state by the December 31st Deadline, second by Mr. Lohr and passed unanimously.

Secretary's Report:

All members have received copies of the minutes for October 21st, 2015 Executive Board Monthly Meeting for their review.

Motion made by Mr. Lohr to accept the minutes as presented, second by Mr. Leonhardt and passed unanimously.

Tax Collector's Report:

Mrs. Svansson noted there were 6 deposits made in October totaling \$4082.72.

Mrs. Svansson also noted she is moving along with the Tax Bills that will be ready to be mailed out by the end of November.

Motion made by Mr. Leonhardt to accept the Tax Collector's Monthly Reports for September 2015, second by Mr. Cardin and passed unanimously.

Treasurer Report:

Mr. Steere presented the Monthly Report for October 2015 and we are in good shape. On the last page he pointed out the transfer of \$150,000 from the PIP Account to the Navigant Account. Also on the last page it will show \$659,000 in funds \$317,000 restricted funds leaving \$341,000 in operation funds. Third Party for the month of October collected was \$7,190.00.

Motion made by Mr. Newman to accept the Treasurer's Reports for October 2015, second by Mr. Lohr and Passed unanimously.

Chief's Report:

Motion made by Mr. Leonhardt to accept the Chief's Monthly Reports October and place a copy on file, second by Mr. Cardin and passed unanimously.

Committee: Charter Committee: Tabled

Rescue Committee – Salesman is looking to set up a meeting to go over the specs in detail.

Personnel Committee - Tabled
Old Business:

1. Street Lights:

Mrs. Shields has heard from PRISM's and waiting on the report on the survey on the street lights.

2. Communication Upgrades:

Chief Dauphinais advised that there meeting tomorrow with Marcus and the 3 Chiefs to discuss the progress on the upgrades. He was advised that they will be in Harmony in the coming working on the towers. He was also advised that the Police Tower failed structural analysis and they are discussing maybe using a smaller dish.

3. Heartland Payments:

Mrs. Shields advised that she is moving forward with Heartland ad we

should be up and running by the end of the Month or early December.

Treasurer Mr. Steere transferred \$150,000 to the Navigant Money Market on October 1st and that will show on next's month's report.

NEW BUSINESS:

1. Audit:

Discussed at the beginning of the meeting

2. Chief Review

Chief Dauphinais was asked if he would like to go into private session to discuss his review. He declined and said everything is good and no changes. Mr. Newman asked if there was anything he wanted to discuss and Chief Dauphinais stated that things were good and would continue as Chief .

Mr. Newman stated that at the December they would make a motion to re appoint Chief Dauphinais for another 3 yr term.

3. Snow Plow Bids.

Chief mentioned he did put out the advisement in the bargain buyer for snow plow bids and will present any and all bids at next's months meeting.

The next meeting will be the Monthly Meeting on December 16th, 2015 at 6:30pm

With no further business at this time, motion made by Mr. Lohr to adjourn, second by Mr. Leonhardt and passed unanimously. Meeting adjourned at 7:26pm.

Respectfully submitted, ~~~~~

Darlene L Shields

Darlene L. Shields

District Clerk / Chepachet Fire District